What is VTBuys?

VTBuys is the State of Vermont's online platform for sourcing (competitive solicitations), contracting, Supplier management, and procurement activities. It will be used by all Agencies, Departments, and Suppliers selling to the State.

What is the VTBuys Project?

The VTBuys project is the initiative to implement the Ivalua eProcurement system to support all aspects of State procurement activities.

What is Ivalua?

Ivalua is an integrated cloud-based software platform that covers the entire Procurement value chain, including the Supplier registration/management, sourcing, contract creation/management, requisition-to-pay, reporting and spend analytics. Ivalua's software suite is one of the leading cloud-based eProcurement software products for state and local government agencies in the United States.
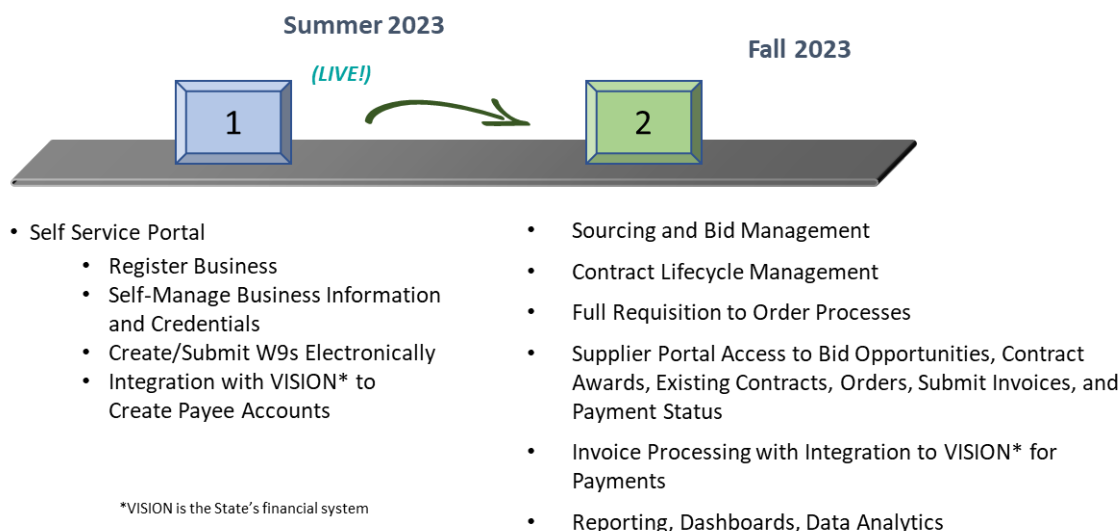
Why is the State doing this?

The State is seeking to gain efficiencies and improve the State end-user and Supplier experiences throughout the State's procurement, contracting, and purchasing processes. The current system is a complex, paper-based environment that is not optimal. The State is also looking to gain more comprehensive insight and analytics into spend across all areas of the State. The VTBuys solution will integrate with State financial systems and create a public interface allowing Suppliers to directly interact with the State on procurement activities.

Why is the State doing this now?

Deploying this eProcurement solution now is value-focused and aligned with the State's strategic priorities. Modernizing our procurement system and processes will enable the State and its Suppliers to benefit from modern technologies that will improve overall efficiency, transparency, and economies of scale.

What is the timing for the implementation?

Summer 2023

(LIVE!)

1

Fall 2023

2

- Self Service Portal
  - Register Business
  - Self-Manage Business Information and Credentials
  - Create/Submit W9s Electronically
  - Integration with VISION* to Create Payee Accounts

*VISION is the State's financial system

- Sourcing and Bid Management
- Contract Lifecycle Management
- Full Requisition to Order Processes
- Supplier Portal Access to Bid Opportunities, Contract Awards, Existing Contracts, Orders, Submit Invoices, and Payment Status
- Invoice Processing with Integration to VISION* for Payments
- Reporting, Dashboards, Data Analytics

Why is this important?

VTBuys will make it easier to do business with the state. VTBuys aims to:

- Promote a business-friendly environment.
- Modernize procurement with built-in compliance and guided workflow.
- Empower Suppliers with 'self-service' capabilities to interact with all aspects of State procurement.
- Be value-focused through improved efficiency, transparency, and economies of scale.

What are the benefits for Suppliers who do business with the State?

There are many benefits for Suppliers who do business with the State, including but not limited to:

- One stop for procurement activities with the state: every aspect of your interaction with the State will be electronic and available via a Supplier Portal. You can view bid opportunities, submit your bid, upload documents, view contract awards, dashboard reporting on spend and performance evaluation, submit invoices and access invoice approval progress, all in one place.
- Standardized interaction with State/Non-State Entities for Procurement activities.
- General contractors can search within the VTBuys for suppliers to be subcontractors, and potential subcontractors could also search for general contractors.

- Access to new potential clients: VTBuys will be used by the State and some Non-State Entities for all State procurement activities.
- Easier way to receive orders and submit invoices regardless of the process or method of procurement.
- Increased transparency in the procurement process (what was bought, by whom, at what price, etc.).
- Ability to create or submit W9s electronically.
- Ability to self-manage ACH information online.
- Provides a self-service registration and account management functionalities that address requirements for both finance and procurement with automation to manage Supplier data in VISION, the State's finance system.

What if I do not have internet access?

The State is actively working to arrange access to facilities that can provide internet access for Suppliers. This includes local libraries, PTAC resources and setting up supplier access in select State buildings. More information will be available as we get closer to our launch date later in 2023.

Will I have to pay a registration and/or license fee?

No. No registration or license fee will be required to access VTBuys.

Will I have to use the VTBuys system?

Yes, however, the State may look at supporting a short transitional period that will also allow for manual submittals and/or leverage local public libraries or supplier access in select State buildings, to submit through.

Will there be business process changes?

Yes. Standardized processes and foundational elements are being established as the basis for the VTBuys platform. Increased efficiency will be gained through reengineering, modernizing, and standardizing procurement practices. Process reengineering will entail a single point of access for Agencies and Suppliers with a fully electronic workflow from sourcing to payment.

How can Suppliers embrace this change successfully?

We will successfully transition together, through a coordinated team effort, effective communications and change management, comprehensive training materials, and active support.

Will training be provided?

Yes. Training and support will be available for Suppliers as the User Acceptance Testing (UAT) commences and the deployment proceeds. In addition, there will also be training, communication, and issue resolution support for users post-go-live.

Will there be a Help Desk for Suppliers?

Yes, there will be a Help Desk to support Suppliers once the system launches and throughout the deployment phases.

How can I help?

There are several ways you can help. You can support this project by asking questions, providing your input, and staying focused and engaged. You will receive more information as we move forward with the deployment.

Where can I find more information about VTBuys?

You can get updates about the VTBuys project at VTBuys – Read the latest updates! or Join our Newsletter!   or submit your questions and feedback to the VTBuys mailbox at SOV.VTBuys@vermont.gov.